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This document contains thirteen papers on various aspects of county library service. The first three papers focus on county library development, cooperation, and financing. The next seven papers cover aspects of county library service including service in metropolitan areas and branch libraries, bookmobile service, children's and young adult services, film service, and reference service. The last three papers discuss the roles of the Oregon Library Association, the trustee, and federal funds in statewide library development. (CC)

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COUNTY LIBRARY SERVICE

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"Library is like river. The water in the sea gets distilled and transferred to land: river collects it and feeds most of it back into the sea. So it is with library. The thought in the mind of man gets expressed and recorded; library collects it and feeds most of it back into the mind of man. This is an ever-lasting cycle. New uses are found for river—irrigation, navigation, hydraulic power, hydroelectric power, and so on; even so, an ever-increasing use is found for library. New canals are led out of river, and a river system is formed; even so, library is diversified, and library system is formed to serve an increasing purpose."

Ranganathan

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Oregon County Library Service

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1965

OREGON STATE LIBRARY

1966

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Rose Davidson, Editor

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INTRODUCTION

Eloise Ebert

The Oregon State Library sponsored a County Library Tour in October 1965 to stimulate interest in and provide information about county library services. Trustees, public officials, and librarians who participated were enthusiastic about the excellent county library systems which were visited. Many questions were asked about how to establish a county library, the variety of services provided, and the benefits of cooperative services.

The development of larger units of service has been a library goal in Oregon for many years. In 1965, twenty county libraries served a population of 1,158,138. This is approximately sixty-one percent of the total state population of 1,906,000. There are still sixteen counties in which free local library services are not legally available to all residents.

There is an increasing demand for improved and extended public library services. Much has been accomplished in Oregon and much remains to be done. Opportunities and challenges are unlimited.

May I express my appreciation to all who contributed to this issue of *Oregon's County Library Service.* These are some of the individuals whose leadership and enthusiasm give promise for the future.

Relation of the Oregon State Library to Library Systems

The policy of the Board of the Oregon State Library, adopted December 1959, affirms, "The Board will maintain and develop the Library as an integral and fundamental part of the educational system of Oregon. It will maintain a strong Library in Salem and will encourage and support the establishment and development of local library services including the creation of larger and more efficient units of service. It will do this, within budgetary capabilities, through the development of a vigorous Extension program."

Since the policy was adopted by the Board, *Standards for Library Functions at the State Level* were adopted by ALA in 1963. These are used as a guide by the Board in determining policies and approving programs. Standard No. 4 emphasizes, "The state should maintain a comprehensive collection on present and potential public policies and state responsibilities as one important unit in statewide resources, and a collection which supplements and reinforces resources of the library systems."

The establishment of library systems has been an objective of the State Library for more than half a century. ALA standards emphasize that small, inefficient units can never meet the needs of men and women in today's society. The Board and the Oregon Library Association in 1964 approved *Standards for the Headquarters of a Library System.* Recognizing that large geographic areas and sparsity of population in Eastern Oregon make it difficult to provide good library service, these standards accept a minimum of 50,000 as more realistic for that area.

The Oregon Library Law was revised in 1955 to permit the establishment of a "Regional Public Library System," meaning a library system serving two or more counties. This is a goal as yet unrealized although Crook and Deschutes Counties have maintained cooperative services since the Central Oregon Regional Library Demonstration was completed in September 1959. Interstate Library Compact Legislation was approved in the 1965 Legislative session which should assist in the establishment of more effective library systems which will cut across state boundaries.

The State Library is also responsible for maintaining a state documents depository system. Standard No. 7 emphasizes, "Each state should maintain a complete collection of the documents of its own government and of current documents of comparable states, plus a strong central collection of both local and federal documents."

The document collection of the State Library is one of its strongest resources and is available on inter-library loan. Recognizing that state documents are not only an indispensable reference resource but should be available in a library system, the depository system of state documents was started in Oregon as early as 1907 by the State Library. The State Library is now working on a manual which should assist in the organization and handling of these materials.

Realizing that libraries cannot maintain files of periodicals indefinitely, the State Library implements Standard No. 13, "The state should participate with other libraries in providing storage of little used materials." Field consultants have urged library systems to use the resources and services of the State Library in filling requests for materials which are needed infrequently but are often expensive to house.

The state has an important role to play in providing leadership and stimulus to efforts which will contribute to state-wide development. The standards relate to any number of responsibilities, such as keeping state laws under constant scrutiny so that legal provisions and conditions in the field fit each other, in gathering and

publishing statistics, in conducting research to determine library needs and possibilities, in encouraging participation in library systems so that every resident has direct access to public library service, and providing consultant services.

The philosophy of the State Library has been to provide reference services and materials in depth which may not be provided at the local level. The State Library can fulfill its role more effectively when local, county and regional library services meet the first needs of Oregonians in their search for continuing education.

The Board members and staff of the State Library stand ready to offer counsel as well as library services which will contribute to the establishment of new systems and the enrichment of those in existence.

COUNTY LIBRARY DEVELOPMENT

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PROMOTING COUNTY LIBRARY DEVELOPMENT

Mrs. Ruth Lundy

Through the initiative of dedicated, library-minded individuals and the united efforts of various organizations, Tillamook County has been fortunate in establishing a county-wide library system. The original Tillamook Public Library had been in existence since the early 1900's. Since that time the library has grown gradually into the present structure which serves the whole of Tillamook County. It was a happy day in 1946 when the county library organization really began. Far-seeing citizens realized the facilities of the library were not being utilized to the fullest nor was it serving as many people as it should. Even then, it was recognized that library systems make good library service possible.

In order to establish a county library, it was necessary to provide evidence to the County Court of the need, as well as interest and county-wide endorsement of such a plan. A citizen's committee was formed with respresentatives from civic organizations, church groups, home extension agencies, granges and educational associations making up its membership. Miss Eleanor Stephens, State Librarian at that time, met with this committee and explained the county library plan operating successfully in many counties of the state.

Resolutions were passed by various organizations throughout the county, most of them indicating their approval of the establishment of a county library and copies were sent to the Tillamook County Budget Committee and to the County Court. Petitions signed by residents of the county were likewise sent to the County Court with the request that a library board be appointed and a county-wide library system be established and maintained under the provisions of the "Free Public Library Act".

In July 1947, the County Court appropriated funds and a contract between the Tillamook Public Library and the County was drawn up as provided by ORS 357.410.

For several years, the city library served as the central library from which service was extended to all parts of the county. To assist in giving library service to the people and until the county had its own central building, the city council and the residents of Tillamook gave free housing and maintenance in addition to the extra tax support, to assure adequate free book circulation and library service.

The first county librarian was appointed in 1947, a bookmobile was ordered and branch libraries were established. Small, inde-

pendent libraries at Manzanita and Garibaldi were changed to branch libraries and later, a branch at Bay City was established. Housing and maintenance are provided by the towns where the branches are located, the librarian, books and library supplies are provided by the county library.

As a county library system, there were unforeseen problems. For a period of one year 1950-51, our county support was lost. The people of Tillamook County had voted against a special levy which included funds for the County Library. County library service was curtailed. Petitions were again circulated among the people, this time to place a measure on the ballot for funds to reinstate the County Library with a county support of three-fourth mills for a period of five years. This time, the affirmative vote carried and the County Library began operation again in 1952.

The next levy for 1¾ mills for another five-year period continued the library support until 1962.

With a smoothly running county library system in operation, plans for a new building was the next most important project. Since the early years of the original library there had been talk of a library building. These rumors took on a meaningful aspect when in the fall of 1956 the board discussed acquiring property and constructing a new building.

Prerequisites for any building program are need, location, a written library program, a building consultant and funds.

The need was obvious: the library which was housed on a second-story floor of the City Hall make it necessary for library patrons to walk up a ramp to enter its doors, a hardship for many people; loading and unloading the bookmobile presented another problem; and the most serious of all, the lack of space. As the library patronage increased, more books were required and the quarters became over-crowded and over-weight for the building. The library had reached its maximum size because of weight and space restrictions.

A citizen's committee considered many sites for the new building and submitted their recommendation to the library board. The site chosen was centrally located in the business section of town where it was easily accessible to the most people, and with plenty of parking space. The building on the site was to be remodeled to provide a library on a ground floor level with adequate floor space with possibilities for expansion.

The written library program, to be used by the architect when designing the building was to insure that the needs of our particular library were coordinated in the plans. The librarian and the assistant librarian visited several new libraries in the state to get ideas of current trends.

A bond issue voted for the library program provided for the purchase of property, remodeling and additional construction.

In July 1962, the library board accepted the architects plan for the new library building. The first work on the construction got under way early in 1963. The new building was formally dedicated, October 13, 1963.

Changes have occurred since we became a county library system. It is gratifying, to have at this time, the financial structure as an established part of the county budget. Library service hangs in the balance when its continuance is in the hands of the voters. The millage with which it is supported is also of fluctuating value as books and all library materials become more costly as evaluations go up or down. At present, the library budget is prepared at the same time and in the same manner as other county departments. We are considered a department of our county government and we conform to the rules and regulations of the governing body.

Great credit for the development of our county library system is due persons who served on the library boards and to other library friends who have worked through the years. Special recognition should be given the County Library Advisory Board consisting of about forty members from over the county who gave their wholehearted support in the campaign for the new building. They made arrangements for speakers at clubs and organizational meetings in order to get the information before the public. Fact sheets about the library and word-of-mouth publicity proved to be invaluable. Publicity was well organized with regular articles in the local paper, spot announcements on the radio, as well as taped panel discussions. Newsletters, telephone calls and editorials in the school and local papers all contributed to the success of the campaign.

In developing a library program of any kind, whether it be for library service, creating a system of libraries or a new building, one cannot overlook the importance of dedicated, hard-working, informed library board members, guidance from the state agency and an experienced librarian.

COOPERATION BETWEEN LIBRARIES

Mrs. Florence Moberly

The Josephine County Library was opened on January 19, 1914 in a room of the City Hall in Grants Pass. In January 1917, library services were extended to the County and an appropriation for books was made by the County. The library was moved to a new Carnegie Building in June 1921. The cost was $12,500 including "permanent indispensable furniture and fixtures, also architectural fees".

From 1917 to 1958, the library was jointly financed by Josephine County and the City of Grants Pass. The City paid salaries and the County paid for books, supplies and utilities. The money collected from fines was sometimes paid over to the City and sometimes to the County—an informal flexible arrangement, depending on which one had donated more to the library for that year.

In July 1958 the County assumed full responsibility for the Library. In April 1958 the Illinois Valley Branch of the library was opened in Cave Junction at the southern end of the County. This is an attractive one-story building of concrete block and cedar siding on property purchased by the county for the purpose.

In December 1959, a new County Library headquarters building was opened in Grants Pass. This is a gay, well-lighted, spacious building having about 12,000 square feet of floor space. Circulation and use immediately increased, and the building has continued to be a source of satisfaction to the patrons, the community, the Library Board and especially to the staff. The building was paid for out of O. & C. Timber funds, so no bond issue was necessary.

About this time, the librarians from Ashland, Grants Pass and Medford began discussing how they could provide better service to the residents of the Rogue River Valley through cooperation. It was decided that several things could be done at once without spending any money. The following procedures were initiated. The cooperating libraries agreed to:

1. Honor library cards of patrons of the other libraries
2. Exchange on long term loans "read out" mystery stories
3. Exchange posters and display ideas
4. Establish the very informal "Rogue Valley Federation" with regular monthly meetings. This is still going on and has been most helpful in sharing and discussing problems and ideas.

In October 1961, the Josephine County cataloger resigned to move to another state, and it seemed an excellent time to try another

idea we had been discussing for some time—cooperative cataloging. The Library of Medford and Jackson County agreed to undertake this work, and obtained assistance from the Oregon State Library to purchase needed equipment.

Having your cataloging done for you does not mean your troubles are over. To be successful, cooperation has to be based on agreement, and all three libraries had many individual ways of doing things. Small things even had to be worked at—such as labeling certain books. Our books for high school age students had been marked "TA", while Medford used a "YP" sticker. We all agreed on "YP". Classification, the form and color of book cards all had to be agreed upon. This is still going on. Regular meetings are now spent in reviewing the New Dewey, number by number, to see how it affects our current numbers, and also deciding on the use of Subject Headings in the New Sears.

Another value of this cataloging is the making of union cards. When one library purchases a significant new non-fiction book the other libraries do not buy it, and a card is made for the other libraries showing the location. Inter-library loans are frequent, and when urgent can be done by telephone.

Along with cooperative cataloging has come cooperative book ordering. Orders are synchronized and combined—shipments are made to one place, but the libraries are billed separately.

Our next step? Each library agreed to buy in depth in one particular field. Ashland because of its wonderful Shakespeare collection is specializing in drama and books on play production. Medford is stressing books on antiques and listings in *Essay and General Literature Index.* Josephine County is increasing its holding in poetry and getting everything possible that is listed in *Granger's Index to Poetry.*

There are still possibilities. This year, the three libraries are going to try to obtain budget funds to employ a specialist in children's and young people's work. Her time and efforts will be divided between the three libraries to strengthen existing departments, and her salary and expenses would be divided also.

Perhaps someday the time will come when city and county lines will be ignored and budgets can be worked out together, and there will be an integrated system in the area.

ESTABLISHING AND FINANCING A COUNTY LIBRARY SYSTEM

Richard B. Engen

Oregon laws provide that county libraries may be established by (1) resolution of the County Board of Commissioners; (2) by vote of the people or (3) by contract with an existing free public library. Administration of the county library system under the first two methods would be by a county library board appointed by the county governing body. In the case of a contract, administration would be by a city library board. A county library advisory board may be utilized as in the case of the Public Library of Medford and Jackson County or the Corvallis Public Library which serves Benton County.

Establishing a county library system by resolution of the County Court or Board of Commissioners is recommended as the most desirable method. The governing body must pass a resolution to the effect that a free public library is established under the provisions of Oregon laws relating to public libraries (ORS 357.451). This action should be taken after the city library board in the county seat and the governing body of such city approve such a step and recommend such action. This would also include the complete merging of the city library (ORS 357.620). This procedure was followed when the Douglas County Library was established, and the Roseburg Public Library was legally disestablished. The city library staff became members of the county library staff. Library materials and equipment of the City of Roseburg were turned over to the Douglas County Library.

The central library of a county library system shall be located in the county seat unless another city in the county exceeds it in population by more than twenty percent in which case the central county library shall be located in the largest city in the county (ORS 357.550). The county library may provide service at locations in individual communities.

Petition and Election

A public vote on establishment is an alternative method available to interested citizens in the event the county governing body and the city which is the county seat refuse to act. Upon petition by the required number of registered voters the issue of establishing a county library may be placed on the ballot. The Wallowa County Library was established in 1964 under this method. An

opinion of the Attorney General of Oregon ruled that, "The statute does not authorize the establishment of a library by the approval of the electorate in the absence of a petition." In other words, "It is our opinion that the county court cannot place the question of establishing a library on the ballot on its own motion." (No. 5626, April 23, 1963)

Contracts

Although county library service may be furnished by contract with any existing and established free public library (ORS 357.410) such contracts are usually limited to those with the city library in the county seat (ORS 357.590). Jackson and Wasco County Libraries are established in this way.

Another type of contract is also provided. A city may contract with the county after the establishment of a county library and the appointment of a county library board. This contract usually relates to additional funds which the city agrees to pay to the county. This kind of agreement exists between Umatilla County and the City of Pendleton; and Deschutes County and the City of Bend.

Financing

County library systems may be financed by three methods: (1) general county tax; (2) joint county/city funds; and (3) annual serial levy. ORS 357.410 provides that any county may levy annually and cause to be collected, as other general taxes are collected, a tax upon the taxable property of such county to provide a library fund to be used exclusively to maintain such libraries. It is desirable for service to be financed from a single source. This places responsibility for the budget in one body. All local library boards should clearly identify their support for the entire budget. Among counties which presently finance county library service from a single revenue base are Hood River, Josephine, Multnomah, Tillamook, Crook and Grant. This is by an appropriation from the county general fund.

Joint city/county funds are used to finance contract libraries. County libraries so financed include Benton, Deschutes, Jackson, Malheur, Umatilla and Wasco. These are appropriated funds from the cities and the counties.

Annual serial levies (ORS 357.455) are used to overcome the difficulties of establishing a county library system within the constitutional six percent tax limitation. The Baker County Library

and the Wallowa County Library, both established by vote of the people in 1964, are presently operating with an annual serial levy. The Tillamook County Library began its county library service with an annual serial levy but was absorbed within the county budget in 1963-64.

One other type of financing should be mentioned. Although Curry County does not have a county library system, the County Court contributes significant financial support to each of the community libraries in the county. There is not an established county library system and therefore no headquarters. However, the librarians in the county meet regularly and cooperate in providing library services.

All residents in a county contribute to the financial support of a county library regardless of how it is established or whether it is financed from the county general fund, an annual serial levy or by joint financing of the county and the cities. However, ORS 357.420 provides that, if it so desires, a city having a population of 4,000 and maintaining a free public library by annual taxation of not less than $2,000 may claim exemption from a county library tax levy. If it claims such exemption, the city shall not participate in the benefits of the county free library.

Community Libraries Within a System

The status of community libraries varies considerably from county to county depending upon whether they are totally financed with county funds or have supplementary city funds. Examples:

Douglas County—County funds finance the county library program under a county board. This includes the headquarters library in Roseburg, bookmobile service in the rural areas and branches in Canyonville, Drain, Glendale, Myrtle Creek, Oakland, Reedsport, Riddle, Sutherlin, Winston and Yoncalla. All cities provide housing and all cities have library boards appointed by their respective governing bodies.

Umatilla County—A county library board provides service on budgeted funds from Umatilla County and the City of Pendleton. City libraries in Athena, Echo, Helix, Hermiston, Milton-Freewater, Pilot Rock, Stanfield, Umatilla and Weston receive some local funds. Each city has a library board.

Cities, almost without exception, provide and maintain their own library quarters regardless of the legal organization of the county library system. In addition to helping stretch the county budget

support, this retains local participation in community library service. Normally the local library board is responsible for maintenance and operation of the building while the County Library provides the staff, library materials and supplies.

Regional Libraries

Brief mention should be made of the provision for regional library services in Oregon. ORS 357.415 provides that two or more counties acting through their county courts may enter into a contract to establish, equip and maintain a regional public library system. Although no regional libraries presently exist in Oregon, Crook County contracts with Deschutes County for bookmobile service, centralized processing and use of the library's resources. The Public Library of Medford and Jackson County, Josephine County Library and the Ashland Public Library are jointly operating a centralized processing system which orders and catalogs all books purchased by each of the libraries.

A brief summary such as this cannot answer all questions on the formation of a county library in Oregon nor provide the detailed information necessary. Each library should have available a copy of the publication by the State Library entitled *Laws relating to Oregon public libraries, state archives and public records.* If your library does not have this pamphlet write for it. If you have any questions relating to establishment, financing or operation of a county library write to the State Librarian.

COUNTY LIBRARY SERVICE

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METROPOLITAN LIBRARY SERVICE

Mary E. Phillips

In the library world today, metropolitan library service may be defined in as many ways as the word "metropolitan" itself. The U. S. Census Bureau applies the term to any community of over 50,000 in population. Common usage has extended this use to densely populated areas without regard to political subdivisions. Problems in current metropolitan service, center around decentralization of population and the variation of local government units within the geographic boundaries of the population distribution. Metropolitan library service tends to expand as metropolitan residential areas extend out from the central core since out-living residents continue to consider themselves an integral part of the heartland.

Public library service in a metropolitan area depends on the development of the service and financial support as the community expands. It implies the establishment of a main resource collection to serve the entire area, the location of community branches to readily provide materials for home use, the penetration of less densely populated areas with mobile units, and the provision of service and materials for specialized interests within the community pattern. Four factors are ever present in the development of metropolitan library service: (1) financial support, (2) staff members with specialized as well as general training and assignments, (3) geographic spread of service agencies, (4) provision of format materials and types of services that go beyond the primary book collection and traditional role of the reader's advisory-reference staff composition.

Educational institutions within any given community undoubtedly both influence and reflect the interests and strengths of the community. The Portland area was fortunate during the early period of the growth of the library in that both private citizens and public officials gave it hearty support. This enabled the library structure to expand, to adapt to current situations, to adopt new techniques and types of service.

In practice as well as theory a metropolitan library affords the residents of its community a wide variety as well as a range of service at a reasonable cost to the community. In this larger population area it becomes possible to provide for numerically limited group interests as well as the general interests, to introduce individuals to resources which will enrich their lives. This results from reduced unit cost in the purchase and processing of materials,

full use of staff with specialized knowledge or training, retention of materials in depth to support research as well as supply current needs, more economical use of equipment and supplies, a headquarters building as the central reinforcement for the system libraries.

The Library Association of Portland, serving Multnomah County, can be used as a case study for library service in a metropolitan area. The physical plant consists of a central library, eighteen branches, four bookmobiles, an extension service center building and school service building in an area of 424 square miles. The majority of residents are located in the western half of the county, this half contingent with Clackamas and Washington counties. The system is organized by three general areas: (1) administration, (2) technical processes, (3) public service. Public service is divided into two divisions of responsibility: (1) reference and reader's advisory work with adults, (2) work with children.

Library service began in Portland as a private subscription library association formed in 1864 which contracted in 1901 with the City of Portland, 90,426 population, to provide public library service, and in 1902 extended service to Multnomah County. Financial support is based on the county property tax. In 1960 the U. S. Census listed 522,813 persons as living in the county. Simultaneous with this increase within the county there has been a rapid increase in the residential areas in two adjacent counties—Washington and Clackamas. The combined population in the community spanning out from Portland was estimated in 1965 at 882,000 individuals. This decentralization of population has produced a public library serving a metropolitan city surrounded by a metropolitan complex which has not yet come to grips with the paradox of traditional political subdivisions which are sources of financial and legal support and of a mobile population which ignores these factors when it uses library resources. Community thinking is oriented to thinking of the whole rather than in terms of segments of the whole.

Some 450,000 books are housed in the Central Library, complemented by 2,500 periodical titles and deposit collections of federal and state documents. Circulating book titles not on the shelves of extension agencies may be borrowed on request by branch users. Maps, newspapers, pamphlets, microfilms and readers are included in the collection. Emphasis is placed on reference sets, bibliographic tools and subject indices in many fields. Pressure to supply titles of an ephemeral nature in quantity is carefully balanced with the responsibility to purchase material of a more serious nature.

While work with children has its place in the activity at the Central Library, the major share of it is carried on through the

extension agencies. Book material is vitalized by assignment of children's librarians to individual agencies, work with parent groups, school visiting, film programs, and story hour programs for preschool and elementary age children. Work with children in correctional institutions and handicapped youngsters is also included. Classroom collections of titles of information and recreational nature are provided for use in school districts. This division also assists school officials in establishing and improving school libraries.

The extension service is responsible for a variety of types of book distribution and works with a collection of some 450,000 volumes. This department operates branches in eighteen communities in the city and the county with reference books, periodicals, circulating books for adults and children. Each collection is adapted to the reading interests of its community. These collections are reinforced by a pool of thirty thousand books at the Service Center Building. Professional staff is assigned to work with adults as well as children. The branch system is complemented by four bookmobiles which serve less densely populated areas, schools and community centers located at sites remote from fixed agencies.

Special services take many forms—some to groups and some to individuals. These include braille and talking books for the blind, hospitals and convalescent homes, fire stations, correctional institutions, home or institutional service for the handicapped. These areas, while maintaining their own book stock use the pool collection as well as the book request system.

This, in outline form, is the pattern of service in one metropolitan area. Other metropolitan communities would depict other methods of contractual agreements, financial support, and types of service. But in each situation the important factors are a broadly based population, strong financial support, community understanding of library objectives, and flexibility on the part of the library to adapt to the community.

BRANCH LIBRARIES IN DOUGLAS COUNTY

Carol Trimble

When the Douglas County Library was established, there were ten independent libraries in the county, two of which were temporarily closed (Sutherlin and Glendale) one of which was a completely donated operation (Winchester Bay).

The County Library Board decided no library service would be given until the County Library Headquarters in the new wing being added to the courthouse was completed. This provided the necessary time for planning and for consultation with the boards of the local libraries.

The County Library Board and the County Librarian met with each of the local library boards and proposed the following plan.

The goal was set of providing an initial collection of 500 new books for each library except that 1,000 would be the goal for Reedsport and Glendale because they were not only the farthest from the Headquarter's Library but from other libraries as well. It was planned to supplement this initial collection with approximately fifty books each month. The County Library Board invited the libraries to pool their collections with the County, earmarking those they especially wanted to have returned to their library after they were cataloged and processed for use. If the books were pooled, it would be a continuing process of exchanging old books for new until the entire collection was pooled. The first ones to be exchanged were to be those in poorest physical condition and those which had been read out in that community. This would have the effect of an improving collection in the branch without overloading the headquarters with an immediate influx of old books to be cataloged and processed. Most of the books brought back the first months were in such poor physical condition they had to be discarded.

In addition to supplying the books, the County Library would pay the local librarian and provide the necessary supplies.

The local library board would recommend the person to be local librarian, recommend the number of hours of opening and decide how the hours of opening should be distributed. They were responsible for the housing of the library, the heat, light, water and janitor service.

The County Librarian could accept or reject the recommendations of the local board, but would not appoint anyone not recommended by them.

No local board was asked to take immediate action. Time was given for them to consider the plan and decide if it met their needs. All decided to pool their books. None objected to the plan nor suggested changes.

Winchester Bay decided they would use the Reedsport Library. They felt it would be difficult to provide suitable housing for a branch since there was a definite problem of mildewing of books in their donated collection. They gave their books to the County Library. Therefore, Douglas County Library started with the Headquarter's Library and eight branches, instead of nine.

Since most of the local librarians had been in charge of their libraries for some time, it seemed sensible to use our first meeting together to discuss only those procedures which needed to be uniform to insure good service.

The two areas stressed were registration and requests. We felt the request system was the heart of good county service and that sensitivity to the needs of patrons and the desire to meet them was most important.

A station wagon had been purchased and was used for branch deliveries. We have felt this could provide at least one monthly visit to each branch by a professionally trained librarian who would be vitally interested in the problems, the joys, the sorrows of the branch librarian. The first few years this was part of the duties of the cataloger who also issued a branch newsletter. Later it had to be divided among the professional staff. At present Mrs. Anna Gould devotes the major part of her time to the coordination of the branches which have increased to ten with the addition of the new branches in Winston and Riddle.

A page accompanies her to load and unload the station wagon. He usually shelves books while she confers with the branch librarian, leaving needed supplies, talking about some of the new books in the shipment and discussing various problems.

We have rarely met our hoped-for goal of at least three branch meetings a year. However, all appear to look forward to the ones we have.

The goal of the County Library is to give the best possible service throughout the county without regard to whether that service comes from the headquarters, the branches or the bookmobile.

The total population of the ten cities served by the branches is quite comparable to that of Roseburg. The first year, the Headquarter's Library circulated almost twice as many books as the branches. Last year the branches circulated four-fifths as many

as Headquarters and more than the Headquarter's Library circulated that first year. This year the difference is steadily decreasing.

Over five thousand books were sent to the branches last year to answer specific requests. These were in addition to the books sent in monthly shipments for the branch collections.

The quality of the branch collections has been a matter of thoughtful concern. It depends upon the combined efforts of the local librarian and the headquarter's staff.

One device we have used to insure the availability of new and popular books is to subscribe to a basic collection of one hundred McNaughton books for each of the branches. This frees the staff to use their book selection time searching for books of more permanent value yet safeguards the interests of those readers who want books of current interest.

An effort is made to keep the branch collections up-to-date. This requires the help of the branch librarian.

Books which need mending are sent to the headquarters where the work is done by an experienced staff. We have started a policy of sending a mending team to a different branch each month to take care of the easy mends.

Although we have attempted to buy more general books for the branches, especially in certain fields, we have a collection of specialized cook books, of excellent art books, of books on flowers as well as a complete set of Dr. Seuss, of Caldecott and Newbery award books which go as a collection to a branch for a specified period of time to be seen and used.

In order to help the branch librarian and their substitutes a branch manual has been made with a copy placed in each branch.

The local library board and the branch librarian can make a very real contribution to the development of the service in their library. They can keep the Headquarter's staff alerted to their particular needs and problems. Douglas County is fortunate in having so many local boards and branch librarians who actually make this contribution.

BOOKMOBILE SERVICE IN DOUGLAS COUNTY

Charlotte Hyre

Bookmobile service is a flexible way to give good library service for a variety of areas: small communities, urban fringe areas, and places isolated by natural barriers. A bookmobile is simply a library on wheels. The effectiveness of this mobile library depends on books, personnel, and the machine itself. No two libraries will establish bookmobile service in quite the same fashion, yet there will be many factors in common.

There are some guideposts which are common in all types of bookmobile service.

(1) CHASSIS AND BODY.

Select a "work horse" chassis. This engine must be ready to go instantly in all kinds of weather and through long months of service. The terrain, of necessity, determines the horsepower. A long chassis with 2 T capacity will facilitate service and insure stability to the body. Excellent care of this valuable machinery means long life and carefree driving. Purchase the custom built body from a reputable firm. A bookmobile is never cheap, but can be far more expensive in upkeep if the design and construction are faulty. Not just any body builder can build a successful bookmobile for this body is highly technical and needs experienced and expert workmanship, otherwise the service may prove too expensive or may even be stymied before it is begun.

Buy as large a machine as the topography and finances will allow. The space will be needed for books and patrons as the service expands. Remember the life of a bookmobile can well be ten years. This service will expand at a breathtaking gallop if there are good books available. In the long haul the better-built machine will serve with less cost of operation.

(2) BOOK STOCK.

The book stock for beginning service as a good guess, should equal three times the number the bookmobile carries. Another rule of thumb is the distribution of about half adult's and half children's books in the machine. Often fiction and non-fiction can be half. Actually, the demand will determine the ratio. Please don't under-estimate the readers' potential.

Keep the book stock current, active, clean and attractive. Plastic covers on books do much toward the attractiveness of the interior as well as serving a utilitarian purpose of protecting books. Particularly is this true in Western Oregon. The sources of the headquarter's library are always available to the bookmobile patron. Also books may be borrowed from the State Library and if necessary from the various bibliographic centers in the United States. An alert librarian can direct this service for the patron.

(3) STAFF.

It is wise to plan for three staff personnel for each bookmobile. The bookmobile person whether driver, assistant or librarian needs a certain buoyancy. The days can be long, the pressure heavy, the work demanding and the weather uncooperative. A spirit of friendliness, a genuine liking for people, and a knowledge of books make an ideal bookmobile staff member. The librarian must be sensitive to requests as well as part-time detective when it comes to deciphering just what is really wanted. The bookmobile staff, working as a unit, can do much to compensate for the limitations of book stock, time and space which are hazards of every bookmobile service. Bookmobiling is something you thoroughly enjoy or you dislike just as thoroughly. There seems to be no half-way measures. Incidentally, teaching experience is very helpful. The staff other than driver should be allowed time in the office to do the necessary things. Uusually three days on the bookmobile is the working load of the librarian.

(4) ESTABLISHING ROUTES.

The most difficult part of the whole bookmobile service rests on the establishment of routes. Here community clubs, Extension Department and individuals can help and will. Nevertheless, the personal contact of the librarian with individuals develops possible stops and to a certain extent determines the length of the stops. This means work but when the bookmobile actually arrives the ground work has been completed and the bookmobile is in operation. Care must be used in selection of stop—is it safe? Are there traffic hazards? Are time and day convenient for most people? All these things must be considered and a decision reached long before the bookmobile arrives.

The first schedule is often a guess and the following ones are guesses but educated ones. Usually the schedule is changed twice a year, June and again in September.

The route of each day of the two week schedule must be devised so the stops are in the same general geographical location. Thus the bookmobile doesn't retrace its route. Again time and experience will dictate the routes. Usually a half hour is the least time allowed for a stop. This gives the patron time to select his books and allows the librarian time to assist the patron. If the driving time between stops is clocked at 35-40 miles per hour; there is time allowed for the bookmobile to keep on schedule if it has been delayed. Make a schedule which can be kept—get there on time and try to leave on time.

Some libraries have a rule that five families determine the establishment of a bookmobile stop.

Usually the bookmobile remains two to five miles away from any community library thus avoiding any duplication of services. If the bookmobile is serving a school, allow 20 minutes per classroom of 20 students or less. However, if the pupils are first or second graders or excellent readers, allow a longer time. Schedule time for the adults if the bookmobile is at a school. They like a little time and freedom to select their books. One hidden but necessary time allowance in scheduling is the allowance for housekeeping details and servicing of the unit itself. Time is needed for loading and unloading and for cleaning.

As can readily be seen there are no hard and fast rules. The key to good bookmobile service seems to be adaptability. Yet a schedule should be maintained. Go if it is at all possible. If forced to cancel due to mechanical or weather causes, notify the patrons by telephone, radio or TV or any other means.

(5) ARRANGEMENT OF INTERIOR OF BOOKMOBILE.

The arrangement of the interior of the bookmobile is an important part of good service. It can almost prevent the development of the service. Keep the interior as simple and as open as possible. Keep the desks close to the sides of the bookmobile and out of the way of patrons. Use all space possible for books. Keep reference books in the least used portion of shelves on the bookmobile, preferrably close to the check-out desk so the librarian has easy access to them.

(6) WORK ON THE BOOKMOBILE.

Each person on the bookmobile should be able to do any job required other than their usual one.

Train patrons to enter one door and exit at another.

Keep all routines to a minimum. All sorts of peculiar shelving can be tried as long as it facilitates ease in selecting books and shelving. However, maintain library precision of shelving excepting in a few areas where it is immaterial. Oftentimes this peculiar shelving arrangement will space people in the bookmobile and thus stabilize your bookmobile.

Bookmobile service is an integral part of a library system. It has mobility and adaptability and can do a creditable job if supplied with books and personnel.

REFERENCE SERVICE IN JACKSON COUNTY

Omar A. Bacon

Introduction

Reference service in a county public library is not too unlike service in any other public library. The major difference lies not in the headquarter's collection but rather in the satellite collections found in the branch libraries and in activities to train branch librarians in reference work. Local factors, such as distance from other major libraries, nature of industries, types of students and population charactertistics are the major forces that mold the service.

The Jackson County Library System

The Public Library of Medford and Jackson County serves the county residents through the Headquarter's library in Medford and ten branch libraries in small cities throughout the County. The System has been in operation since 1921 and has a long record of success.

In planning for library service in Jackson County, several factors influenced the type of service. The first consideration is the fact that Medford is isolated in that it is many miles from major reference services to which residents can turn. To the north is the University of Oregon Library in Eugene and to the south the libraries of Sacramento and San Francisco. The second consideration was the nature of the clientele. Medford has many students who commute to Ashland, eleven miles south, and who find the Medford library more accessible than their own college library. Other students include the overflow from the area's junior and senior high schools. The adult population is reasonably well educated and is active in courses in various adult education programs. The industries affecting reference service includes lumber, agriculture, commerce and minor manufacturing. Tourism is important but affects service less.

The location of Medford, as the center of the Rogue Valley-Bear Creek Basin's natural trade area, also influences the type of service. Most of the population in the area has easy access to the Medford Headquarter's library including residents in Josephine County and in Ashland.

The Headquarters Service

An attempt has been made to build a strong reference service at the Headquarters as indicated by the factors mentioned above. All indications point to its need.

The reference collection is a basic factor in giving good reference service. It starts with good general reference, a strong magazine collection, indexes and sufficient other books to round out the collection in terms of demand.

The Public Library of Medford and Jackson County subscribes to 350 magazines, most of which are included in Wilson indexes. All the magazines in the *Readers Guide to Periodical Literature* are taken plus selected magazines from other periodical indexes. The library bought from ten to fifteen year runs of the major periodical indexes: *Business Periodicals Index; Art Index; Applied Science and Technology; Biological and Agricultural Index; Social Sciences and Humanities Index;* and *Education Index.* Other indexes such as *Public Affairs Information Index; New York Times Index; Biography Index; Essay and General Literature Index; Grangers; Play Index;* and *Short Story Indexes* are taken.

The reference department includes a growing collection of bound volumes of indexed periodicals which encourages self-service among users. Among newspapers the library has a beginning microfilm collection consisting of the *New York Times, Oregonian,* and the *Medford Mail Tribune.* A microfilm reader-printer makes for fast use of microfilm, as copies may be taken home by the patron.

A special effort has been made to develop a collection of business services for the area. Despite a prevailing attitude expressed, "I would never think of the library for this," the service is becoming ever more widely used. Services included are *Thomas's Register, Moody's Complete Stock and Bond Service,* city directories, telephone books, planning books and many specialized books in fields of business and industry. Emphasis is given to forestry, timber, agriculture and commerce. The Director's membership on Chamber of Commerce Committees helps to advertise these books.

The reference collection has been strengthened by a flow of state documents through our assignment as a depository library. These materials are widely used. In addition, federal documents are regularly purchased.

The major weaknesses of the collection are found in the field of technology and in depth collection in most other fields of reference. Reference materials are expensive.

The effective use of a reference collection depends on qualified

professional librarians. The department is staffed with two persons who spend most of their time on reference work. Other staff members give reference service as called upon and as qualified.

Branch Reference Service

Branch librarians are in a position to render effective reference service, if provided with source material and training. The branch libraries of the system are provided with basic adult and school encyclopedias, dictionaries and general reference books. Each branch receives the *Abridged Reader's Guide* and keeps some of their magazines from three to five years. The encyclopedias are replaced regularly to keep up-to-date information available. The larger branch libraries are provided more reference books than the smaller ones.

Branch librarians meet monthly to consider problems and to discuss service. Part of these meetings are devoted to in-service training on reference tools and procedures. These have been beneficial in providing improved reference service to patrons using branch libraries.

Reference services not available to branch patrons are referred to Headquarters by telephone or by the frequent courier service. These reference requests are screened by the branch department head and may be referred to the reference department staff. Half of the branch libraries receive three times a week delivery service and the other half twice a week. This prevents excessive delays between the branch patrons and the Headquarter's resources. In practice, many branch patrons drive to Headquarters because of the concentration of small cities on the valley floor near Medford.

The Rogue Valley Library Federation has been formed by the Ashland Public Library, the Josephine County Library, and the Public Library of Medford and Jackson County to promote library service in the entire two-county area. Besides a centralized ordering and technical processing operation, the Federation plans for improved reference service in the larger area. The Public Library of Medford and Jackson County has been assigned general reference as an area of emphasis whereas Josephine County has stressed the *Granger Index* and Ashland the field of drama. The libraries work together in the selection of reference material as well as other books.

Conclusion

The reference service to Southern Oregon suffers from several problems. The cost of reference material places a strain on the quantity of materials purchased. At the present time about $4,500 is assigned for reference materials. In the projected budget, it will be increased to a minimum of $6,000. A second problem is recruiting professional help in a rapidly rising market. The reference service to an area meets the problems of promotion as do all phases of library service. The fact that reference enters a field not always thought of as a library service, necessitates more than normal efforts of promotion. The increased use of the reference service is satisfying evidence that the service is effective in filling the needs of many patrons.

FILM SERVICE IN DOUGLAS COUNTY LIBRARY

Carol Trimble

One of the first requests received by the Douglas County Library was for film service. This request was made before the library was providing any public service. The Roseburg City Library Board used some of its gift funds to provide a sound projector and a screen for the new county library.

Therefore, when the opportunity came, it seemed wise to apply to conduct a pilot film program which was offered under the Federal Library Services Act. This would give our library the chance to see if an adult film program would be used in this television age and if such a program could be administered on a county-wide basis in a rural area. The Audio-Visual Services of the Department of Continuing Education of the Oregon State System of Higher Education was also interested because they felt their excellent films of adult interest should be more easily available to the adults in the state.

The application of Douglas County Library was accepted and the answer came back loud and clear. There was interest. The films were used and the program could reach out over the county.

The film service in Douglas County Library is specifically geared to adults. No films are to be used for school use nor where admission is charged.

From October through May a number of films are rented from the Audio-Visual Services in Corvallis for a calendar month. These films are selected with various adult interests in mind, such as art, literature, safety, child care, agriculture, world affairs, etc. In addition, free film is borrowed from various sources.

A list of the films available for the month is sent to the branches, is available on the bookmobile, given the newspaper and is mailed to interested people.

There is a public showing in the Headquarter's Library in Roseburg each Tuesday night and during the Friday noon hour. The Myrtle Creek Library has one showing each month. Other branches have special showings from time to time.

Individuals may book film overnight for showings at home or to organizations. Extra time is allowed when the films have to be mailed.

Individuals are aided when they wish to get films not available through the library. Film catalogs and sources for free films are available for their use.

The film service has reached a number of people who had not formerly used the library. We feel it has given a depth to the whole program in that it stimulates interest in a variety of subjects. A program is prepared for the Tuesday night showings which includes a list of books and magazine articles which correlate with the subject of the film. These programs are given out to the viewers. The material listed is displayed in the same room so that it may be looked over or checked out, if wanted.

Because the pilot program worked out so well, we decided to continue the service. The number of film bookings for the months of October through December in 1964 was 438, in 1965 there was 550. The total number of viewers rose from 8,663 in 1964 to 13,009 in 1965 for those same three months.

The County Library does not supply a projector or projectionist except at its own film showings. A number of our patrons have felt the films were so worthwhile that they have purchased home projectors.

The use of film service is like that of other library services. It is geared to the individual's need. Sometimes it provides program material for a club, or a lesson in safety for a business organization, sometimes it enlarges horizons while sometimes it seems like pure entertainment.

Just as the cost of library service is not that of books alone, so the cost of film service must include personnel and supplies. We have found that ours requires the full time of one person during the months of October through May. Film must be inspected, sometimes spliced. Bibliographies must be compiled for the weekly showings, films booked, mailed out, records kept. Because this is a special service, there is a problem similar to that in reference work of learning the needs of the individual and helping him find the film which meets those needs. In order to book films for an entire month, it is necessary to plan ahead. It also requires a fair amount of effort to select a well-balanced film list for each month.

LIBRARY SERVICE TO CHILDREN AND YOUNG ADULTS

Evalyn F. Morris

County libraries make wider resources available to children and young adults as well as to other groups of the population. These resources include both variety of materials and trained personnel, two items that are usually lacking in the small public library.

With the larger budget available through the county levy and the greater discounts given with larger purchases, the county library is able to spend its money for a variety of materials. More titles both of books and periodicals, the basis of any collection, can be purchased. Films, filmstrips, and records—new forms of media that are finding an ever increasing demand from library patrons—can also be purchased. The collection as a whole can be kept up-to-date and well-balanced, thus providing resources in depth not only to central library patrons but to the branch libraries in smaller communities as well.

Branch libraries within the system are able to provide children with the full benefit of the increased output of children's books. A core collection of the best children's books and periodicals is supplemented by a constant turnover of books through regular deliveries of new titles.

Children on isolated ranches and farms and in small rural communities are served by bookmobiles that carry children's books as well as adult materials. Records and magazines are often carried and films can be ordered. In this manner even the most isolated family can enjoy the full resources of the county library.

The advantage provided by a trained children's librarian cannot be stressed enough. Leadership and in-service training are the two greatest contributions the professional can give. With knowledge of children's literature she can improve the central and branch collections through new books, replacements, and a program of discarding. Better book selection is another advantage, for quite often the head librarian has little knowledge and very little interest in this field. While the children's librarian may serve the public directly only at headquarters, her influence is felt throughout the system by the in-service training given to the branch staff, making it possible for them to use their core collection and new books to the greatest advantage.

Work with parents and individual reader guidance are other roles for this staff member and these are quickly gaining prominence with the lessening demands of school class visits and school project re-

quests. There is now time to deal with the individual child and his special reading needs and to guide parents in book selection for their children.

The efficiency and cost reduction resulting from organization and planning done at headquarters make possible more and better programs. County libraries sponsor vacation reading clubs, reading contests, discussion groups, plan activities and purchase materials for special occasions such as National Children's Book Week and National Library Week, and stimulate reading interest generally through displays and booklists prepared centrally. No one individual library could handle all this in the depth provided by cooperation and central leadership.

As recently as 1965 a new phase has come in children's services—one that will affect the services and materials made available through the county library. The development of school libraries will increasingly cause a change of emphasis in public libraries from the demand for many books on a few school-oriented subjects to a broad collection with many titles sufficient to fulfill individual reading needs. The county library, with its trained staff and financial resources, can recognize this trend and modify their services and purchase pattern to better fit the new demands of children and young adults in the public library.

In 1940 Agnes Krarup, Head of School Department of the Library Association of Portland, listed three points at which there was unequal service between city and county children. The progress made in twenty-five years is interesting to note. The following paragraphs list the points and the efforts of county libraries to solve these problems.

I. County children still do not have the services of a trained children's librarian.

Unfortunately, there still are not enough trained children's librarians to serve county children. The new positions at Deschutes and Douglas County libraries are a start in the right direction. Both professionals find the main bulk of their work is centered at headquarters where they can give aid to the individual child and/or parent. Aid to county children comes indirectly through the branch librarians with advice and guidance on summer reading programs and story hours. With the lack of someone particularly trained in children's work, the effectiveness of the children's program in branch libraries varies with the ability of the branch librarian to work with children. Regularly scheduled visits by the children's specialist to encourage and advise branch librarians can begin to equalize service to children throughout the county.

Medford-Jackson County hopes to find a solution with the formation of a new staff position, a Coordinator of Children's Services. It will be interesting to comment on this in 1990, after another twenty-five year span.

II. County children do not have access to the wide selection of purely recreational reading available in branch libraries.

The greatest development in county library service to children has come here. Deschutes County and Baker County libraries have continually revolving collections with few books remaining in the library permanently. Umatilla County and Medford-Jackson County have revolving collections with each branch having some books on "indefinite loan". All these libraries send out materials on special request to any branch, whereby full county resources are available to any county child.

Of special note here is the active role taken by the central library in the promotion of vacation reading. Douglas County branches follow the same general theme and guidelines as headquarters but modify them to fit the individual community. Publicity for the program is handled by the individual branch. At Umatilla the central library decides on the theme, buys the bookmarks and makes lists for reading records. Choice of entertainment at the close of the program is the prerogative of the local branch. Medford-Jackson County augments standard display and promotional material with items from their own art department. Local civic organizations help librarians at individual branch libraries with ceremonies ending the summer reading program.

In 1940 books were the only resources, with the exception of a few periodicals. Today the county library of Medford-Jackson County provides records and filmstrips in addition to magazines and books. Baker, Douglas and Umatilla have magazines in all branches. Douglas County hopes to begin a headquarter's record collection soon which will contain children's records for use by all branches. Umatilla County provides films to branches on request.

Thus it can be seen that not only do county children have access to a wide selection of recreational reading but also access to a wide variety of library materials.

III. County children do not have the experience of using a library.

With centralized processing branch libraries are able to have cataloged collections. Children's books are arranged by the Dewey Decimal Classification in all county libraries and branches previously mentioned. Much staff time is devoted to library visits by school classes. Umatilla County branches give orienta-

tion during National Children's Book Week and next year the central library will provide the branches with filmstrips as a teaching guide. Medford-Jackson County branches have school visits throughout the year as do many of the branches of other county systems. In Deschutes County the fourth graders of all schools visit the library during National Children's Book Week. Douglas, Deschutes and Baker County children making use of bookmobile service quickly learn that books are shelved in an orderly fashion, enabling them to find certain subject material.

Not only are county children able to experience using a library but also to experience the many programs and services of a library. The children in Umatilla County branches participate in a certificate ceremony at the library; children in Deschutes County branches are exposed to the colorful posters and displays for National Children's Book Week; children using the Baker County bookmobile enroll in the summer reading club; children at the Central Point Branch of the Medford-Jackson County Library delight in the magic of both a story hour and a lollipop tree that grows.

Central library or branch, where the action is—is at the library!

CLACKAMAS COUNTY LIBRARY SERVICE TO SCHOOLS

Charleen Kirchem

The Clackamas County Library began its service to the schools when a system of libraries was organized in 1938, serving over ninety rural schools by bookmobile in contrast to the present eighteen schools. This service to the elementary schools is maintained because of the absence of good book collections and the resulting wish of the library staff to give as good service as possible. Present circumstances indicate that we will continue this school service for a few more years even though the elementary schools are now beginning to acquire basic book collections. Very few elementary schools have space available that could be turned into a library. Some of our schools will never reach this size. For this reason it makes it essential for us to continue to cooperate with the schools and assist them as they build library collections and find library teachers and rooms.

The bookmobile, staffed by a children's librarian and an assistant, visits the schools on a monthly schedule three days of the week. Each classroom collection selected from the bookmobile is checked out for one month, the teachers and students changing their room collection on the next bookmobile visit for their grade.

Over the years we have purchased a large quantity of school-centered material so that in addition to the regular room collections many teachers use special collections of subject field books when they are teaching certain units of work. The bookmobile carries a balanced collection of books for grade levels and the children's librarian tries to see that each room collection is varied in both subject material and reading level for the grade being served. We also carry several sections of adult reading material for teachers which usually includes leisure time reading matter and some professional books.

The number of schools served is growing less each year with consolidation into larger units. Our library board policy states that first class school districts should not be eligible for this service because they are required to provide libraries for their schools.

Under contract the Clackamas County Library supplies supplementary reading and teaching materials to the schools. Each school board signs the contract on a yearly basis. The contract price has been $1.25 per average daily membership which will increase to $1.50 in 1967-1968. The library board hopes that by raising the

cost of the service that this will encourage the schools to begin centralized libraries of their own. The contract money is used to supplement the juvenile book fund and replacements for the coming year. The responsibility for any lost or damaged books used by the schools during the year, excepting reasonable wear and tear, will be paid by the school board as stated in the contract. A bill is sent to the school board the following year after a thorough check has been made.

The books from the bookmobile are charged directly to the school district. Each room is allotted two books per child. Teachers may also take extra books for supplementary reading. The primary teachers choose their own books for grades one and two because of the limited time in the schools. The children from grades three and up may choose their own books in the small schools. In the larger schools, committees from each grade do the choosing. The children's librarian also chooses book collections for any grade if it is not possible for the teacher to do so. The principal decides the order in which the rooms may come to the bookmobile. This seems to be the fairest method because every grade would like to come first each time.

The books returned each month are collected in one place in the school. This saves us from disturbing the teacher and the classroom procedure. After the books are carded, they are returned to the bookmobile so that the shelves are filled for the next school.

We require the teachers to keep records of the number of times the books are read. A buff colored card (two card system) is always left in the pocket of each book for the children or teacher to write their names on when checking them out. This monthly count includes fiction and non-fiction. Many teachers find that the older children are able to take full responsibility for keeping records for the monthly book count slips.

Books may be renewed if there are no other requests from other schools. We try to encourage prompt return of popular titles so that the other schools may have their turn.

Teachers and students may phone, write or ask the children's librarian or bookmobile assistant for special books or materials for units of study. These requests are mailed to the schools. Teachers are encouraged to visit our headquarter's library in Oregon City to choose extra material before school begins or at any time during the year.

Some teachers prefer using the book collection in the school only and do not let the students take books out of the building. Others prefer to circulate them to the homes. This decision is left to the teachers.

Children's Book Week is celebrated every fall by the distribution of posters and book lists to each of the schools served by the bookmobile. Story hours and book talks are done by the children's librarian on the days that the bookmobile visits the school. With our busy schedule the teachers must plan these requests about a month ahead with the bookmobile personnel. Story hours are suggested for grades one to three and the book talks for grades four to eight.

It should be noted that school service to our county schools has improved over the years because each year schools become consolidated with larger units and better library facilities are provided for students and teachers within the school districts. Schools are now beginning to see the need for a central school library of their own supported by school budgets. The Clackamas County Library encourages and gives guidance to these programs whenever possible. We feel that a fine balance between school and community service must be maintained if adults are to get their fair share of attention.

COMPREHENSIVE PLANNING FOR STATE-WIDE LIBRARY SERVICE IN OREGON

42/43

THE ROLE OF THE OREGON LIBRARY ASSOCIATION IN STATE-WIDE PLANNING

James Burghardt

The Oregon Library Association has requested the Library Development Committee to frame a plan for Oregon libraries. In preparation for the task of developing a library plan for the state, members of the Committee and some fifty other interested librarians attended a Planning Institute at the University of Oregon in August 1965. The Institute was conducted by Dr. Preston Le Breton from the University of Washington. Following this successful meeting, Dr. Le Breton very generously offered to work with the Committee in drawing up a library plan.

The Committee through a letter and questionnaire has enlisted the active support of all who attended the Planning Institute. These volunteers make up the complement of five subcommittees. Each subcommittee is chaired by a member of the Library Development Committee. The subcommittees are titled Structure and Government, Library Services, Library Resources, Personnel, and Research Data. Each subcommittee has been assigned specific tasks and has been asked to complete these preliminary duties prior to the April 1966 Convention of O. L. A.

Dr. Le Breton, who will be the banquet speaker at this Convention will be available for consultation with the subcommittee during the Convention.

The Library Development Committee will report to the assembled members at the Convention on progress made to date. The Committee will also request approval of a specific course of action leading to the formulation and development of a plan for presentation to the 1969 meeting of the Oregon Legislature. It is the earnest desire of the Committee that the broad outline for a future course of action be worked out through the active participation of all members of O. L. A. who attend the Klamath Falls meeting.

To formulate a plan to merit consideration by the Oregon Legislature will require the time and effort of every librarian in Oregon, whether he works in a public, college, school or a special library. The time and effort of trustees and other friends of libraries will also be necessary. But this time and effort will be meaningless unless we then redouble our effort to secure recognition and acceptance of the plan by the Oregon Legislature.

4/4/45

In order to forestall any hasty conclusion that the Committee has a neat little plan already to push for adoption, let it be clear that the Committee has no plan. Ideas, suggestions, proposed courses of action—yes, but no plan. A successful plan can only be formulated after much discussion, much effort and much work by librarians, trustees, and the users of libraries.

THE ROLE OF THE TRUSTEE IN LIBRARY DEVELOPMENT

Nathan Berkham

It is somewhat difficult to write upon the role and place of the library trustee in the promotion of library service in Oregon in the year 1966. This is due largely to the current controversy concerning the place of the trustee. Is the role a superfluous one, a carry over from the nineteenth century practice that has no place in the latter part of the twentieth century? Should library boards of trustees be abolished entirely? Is the role one that is merely advisory as Oregon's Attorney General has stated it may be under the County Home Rule Charter Law? Is it one of affirmative duty and policy determination? How can a lay group either advise or establish policy for the promotion of library service?

I intend in this brief paper to establish the need for library board's responsibility to determine policy and then to examine trustee programs leading to wider, better informed and more constructive participation on the part of both individual trustees and library boards collectively in improving library service for the people of Oregon.

I believe that it is unfortunate that the County Home Rule Charter has been interpreted to reduce the library board's function to merely an advisory capacity. But, either as advisors or as policy determiners, I believe that the library trustee has a vital role in promoting library service. It is he who represents overall citizen control, while the librarian by his training is the library administrator. It is he who represents the citizens of the community, not the librarian, who frequently moves from community to community as he gains greater experience and recognition in his professional development. It is the trustee who usually is a taxpayer; it is he who understands his community with its individual problems, gripes, jealousies, achievements and triumphs. It is he who normally has the contacts with the power structure of his community. To him the library is, or ought to be, an establishment which offers an ever increasing source of information in all the communication areas for the enrichment of himself and his family. His very fibre is entwined with this important agency of education.

A board of county commissioners, a city council or a city manager have so many phases of community life to supervise that they just cannot find the time to become conversant in all fields of endeavor. They must delegate some of these responsibilities to others. If they do not have sufficient confidence in an individual's judg-

ment, they should not have named him to the library board in the first place. I maintain that the board should make its policy decisions independently. We must remember that the library board needs always to secure approval of its proposed budget from the governing authority. In this way we have a safeguard against usurpation or ineptitude. But once the budget is approved, the actual decisions should be made by an independent, policy-determining board, and not one that needs merely to recommend its every purchase, its every employment procedure, its code of practices on book selections, the use of its structure and the like to the county board of commissioners for their approval or rejection. To do this would be a needless duplication of effort for the county board, for if it were to be truly responsible, it would need to re-examine into the very same facts which had been studied so carefully by the library board in the first place. The County Home Rule Charter had as its intent to make county government more efficient. If county commissioners took advantage of the permissive feature of the Opinion of the Attorney General, there would be needless duplication and less efficiency than existed previously.

An individual trustee or an individual board of trustees can do little, no matter how sincere the effort, to improve the program in his library. The first step in upgrading the library program is that of becoming informed. One individual (or the entire board) may read, correspond and spend some time in the library to see what he thinks needs to be done. However, unless he has a clear-cut notion of the potentialities of his library, he may be satisfied to spend time and money on projects, programs and equipment which already are outdated, or he may be satisfied with getting less than he should for his effort. To help the trustee to fulfill the responsibility of becoming knowledgeable is the basic reason for a trustee program carried on by the Oregon State Library and the Trustee Section of the Oregon Library Association. A large organization, such as the Oregon Library Association and its Trustee Section is in a position to have at its disposal the benefit of the collective thinking and program development not only in Oregon but also in the entire nation. Knowledge as to what is happening in various parts of our state, enables the association in the evaluation of strong programs as opposed to inefficient or weak programs. It can work with individual boards to determine a policy which will be of value to the local area utilizing all the most recent data available, and using all the resources available to strengthen the total service of the area.

How well I remember my sense of frustration when I was first appointed a member of the Board of the Oregon State Library.

There seemed to be so much of which I had little, if any, previous knowledge. Imagine a layman confronted with such matters as policy making, book selection, freedom to read statements, budget making, ALA standards, library systems, public relations, building programs, relations of himself with other board members, the librarian and the staff, and a host of other problems. And yet, a conscientious citizen, one desirous of contributing himself, can serve as a library trustee and do efficient work. But where to turn for information? Of course, the first two sources are his colleagues, who have been faced with the same dilemmas as he now faces, and the librarian who probably has seen trustees come and go no matter how short his own tenure. But this is not enough.

It is anticipated that the Trustee Section of the Oregon Library Association will soon have a Trustee Coordinator to travel throughout the state to meet with individual board members and to discuss with them their individual problems. Funds have been appropriated for the current biennium by the 1965 session of the Oregon Legislative Assembly to initiate such a program. A committee from the Trustee Section of the Oregon Library Association is setting up criteria with the hope of engaging such an individual in the near future. Another method of becoming informed, and one used previously in Oregon, but one which will be expanded is to hold workshops for trustees from several contiguous areas, so that the various board members will know what their neighbors are planning and doing. The results of previous workshops have been greater activity at the local level for improved library service. Trustees need to become convinced of the necessity for written policy statements covering every foreseeable eventuality. Workshops have conveyed that message.

Library boards need to examine into such concepts as interlibrary loans, library cards honored throughout a region or the state without fee, the advisability of library fines, the improvement of service which may be secured by serving larger areas through the establishment of county libraries or regional library systems and also through cooperative purchasing and cataloging, the benefits to be derived from encouraging persons to attend colleges which offer extensive courses in librarianship. With the establishment of a School of Librarianship at the University of Oregon, residents of Oregon interested in librarianship may attend an accredited school within the state.

Library service in the state is a vital concern not just to professional librarians. It is the responsibility of every citizen of Oregon, but primarily the library trustee, to further the tremendous strides which have been made in the past few years. The future

truly is unlimited. As more and mo[illegible]tees become involved in a program for library development, they will become members of the State Association and of the American Library Association and the American Library Trustee Association and will be able to take full advantage of direct knowledge and participation in their programs. The tremendous impetus which will be given to library trustees as the Trustee Coordinator begins to put into operation some of the programs mentioned will enable all Oregonians to share in the explosion of knowledge taking place today. This will result in a better informed citizenry, a citizenry which will be able to take full advantage of the additional leisure hours produced by the automation revolution.

FEDERAL FUNDS AS A STIMULANT TO LIBRARY DEVELOPMENT IN OREGON

Richard B. Engen

It is difficult to fairly evaluate the effects of any one project on the library development picture of Oregon. Attitudes do not change overnight. The basic conservatism which is an Oregon characteristic does not readily adopt new ideas. The problem of taxation, the fear of a loss of local autonomy, a lack of understanding of which is good library service and how it can be supplied have all contributed to molasses-like progress at times. But progress there is: new county libraries formed, new library services offered, increased cooperation, a greater involvement in library development activities of librarians, trustees and interested friends, and new library construction.

The original Library Services Act was passed by Congress in 1956. It made available funds to the individual states for the development and improvement of public library services in rural areas—defined as having a population of less than 10,000. The Act was renewed in 1961 and in 1964 it was amended. The amendment removed the population restriction and for the first time provided funds to assist in Public Library Construction. Oregon began participation in the Library Services Act on May 16, 1957. In the first fiscal year Oregon received $40,000. For the 1965-66 fiscal year Oregon is eligible to receive $291,908 for services and $330,818 for construction.

The funds have made possible increasing emphasis on the historical role of the State Library in advising local librarians, library boards and government officials. Traditionally this had been done by the State Librarian or the Assistant State Librarian. With the advent of LSA it was possible to employ consultants with this as their prime responsibility. Additional consultants have allowed more intensive advising on book selection policies, in-service training, checking reference holdings, budgeting procedures, technical processing routines and other library operational and administrative activities.

The following report will briefly summarize the projects and achievements of Library Services Act funds in Oregon. They are grouped for convenience of presentation and not necessarily in priority or chronological order.

Demonstrations

The Eastern Oregon Library Demonstration was the most ambitious project undertaken in Oregon and was carried on for approximately four years. Serving three sparsely populated counties in Eastern Oregon, it was designed to provide adequate library service through bookmobile service, establishment of new stations and strengthening the collections of existing libraries. Although originally envisioned as a three-county regional library, the final vote for establishment was on a county-by-county basis. Two of the counties, Baker and Wallowa, voted to establish county libraries in May 1964. Even though the measure was defeated in Union County, the interest and enthusiasm for improved library service engendered during the demonstration resulted in the Union County Court more than doubling its contribution to the La Grande Public Library so that all persons in the county could use it freely. The new county libraries in Baker and Wallowa were the first to be formed since the mid 1950's when the Douglas County library was established. Both of the county libraries received a basic book stock from the demonstration collection: Baker received 17,622 and Wallowa 9,331. Almost 400 records and back files of magazines were also provided the new libraries.

The **Central Oregon Regional Library Demonstration,** one of the earliest, encompassed Deschutes, Crook and Jefferson counties. Deschutes County served the other two counties by bookmobile as well as offering cooperative cataloging and book selection services. Jefferson County later withdrew from the agreement, but Crook and Deschutes are continuing the cooperative endeavor under local contract.

The **Northcoastal Regional Library** project included Clatsop and Tillamook Counties with a cooperative processing center located at the Tillamook County Library serving both areas as well as the Coos County Demonstration. A bookmobile serving Clatsop county residents, operating out of the Astoria Public Library, was the second service of this project. The campaign for a Clatsop County Library which was almost successful (it lost at the polls in May 1960 by 146 votes) was carried on vigorously by interested citizens sparked by an effective bookmobile librarian and staff members of the Astoria Public Library.

A bookmobile demonstration serving **Benton and Linn Counties,** operated from the Corvallis Public Library (headquarters of Benton County Library service). It aroused enthusiasm in many users and keen disappointment when Linn County residents defeated the proposal of a Linn County Library while Benton Countians sup-

ported the proposition for bookmobile service to be continued in Benton County.

Malheur County's bookmobile project which brought education, information, recreation and joy to many was not continued at the end of the demonstration. The attitude of the county court was not enthusiastic toward this important extension of library service.

Coos County, with seven municipal libraries, a fairly compact geographic area, and a county court which was fully in sympathy with good library service was the scene of a demonstration library for slightly over one year. Despite enthusiastic response in many quarters, it was defeated in a county-wide vote.

Much of the activity and effort in these areas was educational and not merely a demonstration of service. The beneficial residual effects of even unsuccessful demonstrations are shown in the increasing cooperative efforts between Coos Bay and North Bend where the boards have met jointly and provided for uniform borrowing and registration procedures, joint recognition of library cards and some exchange of collection. Comments from the local librarians who administered the demonstrations are revealing: "Good ground work has been laid and at a future time we believe local support will be forthcoming for expanded library service in the county because the people will demand it." (Malheur) ". . . in spite of the preponderance of negative votes and the discontinuance of bookmobile service the project was a real success and brought joy and interest to the people who used it." (Benton-Linn)

In addition to the bookmobile operations that were part of larger demonstrations, Malheur County, Benton-Linn, Clatsop County, Central Oregon Regional Library, Coos County, and Eastern Oregon Library Demonstration, the State Library also provided exhibit bookmobiles which traveled throughout the state to bring the idea of the "Library on Wheels" to a wide range of people. Exhibit bookmobiles appeared at the State Fair and various county fairs. Assistance was also given to organizing the Grant County Library bookmobile service in 1959.

An **Adult Education Film Demonstration** was conducted in Douglas County. This two-year pilot project demonstrated the increased effectiveness of a public library's role in community adult education by the use and interpretation of supplementary audio-visual materials. This project is discussed at greater length on pages 33-34. It is being continued under local financing.

Centralized Processing

Clackamas County Library received a grant to begin centralized processing in 1958. The project is being continued with local funds. Most branch libraries have been inventoried, weeded and cataloged and new accessions are being processed for public libraries in the county.

The **Public Library of Medford and Jackson County** began centralized processing and development of a Union Catalog with the Ashland Public Library under an LSA grant in 1960-61. This was later expanded to include the Josephine County Library as well.

Deschutes County is continuing cooperative processing for the Crook County Library.

The **Northcoast Regional** also offered centralized processing at Tillamook, but this was cancelled when the county library vote failed in Clatsop County.

Scholarships, In-service Training and Workshops

Recognizing that one of the serious limitations to public library development in Oregon is the lack of professionally trained librarians, the State Library began offering scholarships in 1962. These $2,000 scholarships were awarded to college graduates to attend an ALA accredited graduate library school. Seven scholarship award winners have graduated and served in an Oregon public library. Three scholarship winners attended graduate library schools at the University of Washington, University of Chicago, and the University of Southern California during 1965-1966.

In order to stimulate the creation of new professional positions in Oregon public libraries, the State Library has offered salary assistance of one-third the first year professional librarian's salary to those libraries creating a new position and hiring one of the scholarship winners. This has proved helpful with local budget officials in establishing much needed professional positions in county libraries.

Persons, without professional training, who are responsible for local public library service have also been assisted through in-service training courses. The State Library, through the Division of Continuing Education of the State System of Higher Education offered a course on "Public Library Administration and Organization". Classes were held in Portland, Grants Pass and La Grande in 1963-64. Another course on "Public Library Reference Services" will be offered in Portland, North Bend and La Grande in 1966. The University of Oregon Department of Librarianship co-sponsored

this course being instructed by Elizabeth Findly, Head Reference and Documents librarian at the University of Oregon. These courses have been enthusiastically received and have offered those persons in charge of the library or reference services an opportunity to broaden their vision and learn techniques and principles of operation that otherwise would not be available to them.

Workshops have also been emphasized. A series of ten workshops were held in both 1961 and 1962-63 jointly sponsored by the State Library and the State Department of Education. The first series dealt with "Wider Horizons for Libraries" (Library Standards for school and public libraries). The second series was on "Building and Maintaining the Library Collection". A successful workshop for public library trustees was also held in Bend in 1963.

Publications

The Oregon State Library is the first State Library in the nation to prepare and distribute a Book Catalog of its adult nonfiction holdings. This basic bibliographic tool will be distributed to selected public, school, college and community college libraries throughout the state. It will bring into the local area an Author, Title and Subject listing of the holdings of the State Library. Approximately 190,000 titles will be listed in the Master Catalog to be distributed in Spring 1966. Supplements listing the new acquisitions since January 1965 have already been distributed. The Master Catalog will be kept current through cumulative bimonthly supplements. Yearly cumulative supplements will also be issued. Library resources available to patrons in every community will no longer be limited to those on the shelves. This Catalog will provide each person an opportunity to browse the total holdings of a major library collection developed through sixty years of careful selection.

Public Libraries in Oregon was issued early in 1963. It was written by Mary Phillips, Multnomah County Library, in cooperation with Catherine Lauris of the Bureau of Municipal Research at the University of Oregon. It is a basic tool for evaluation of public libraries in Oregon and a starting point for the creation of a long-range plan for development. After giving the history of public libraries in Oregon, it presents a not too flattering portrait of the present level of service; contrasts this with public library service standards and makes a series of recommendations for the improvement of such services.

The Research Specialist on the State Library staff has contributed greatly to an understanding of basic problems of library

development and provided refreshing new viewpoints on problems that have long been under discussion. Although a mere listing of some of the major studies prepared by Thomas S. Loeber cannot indicate their far-reaching effects it is indicative of the breadth of interest and variety of approach. Research papers include studies of library elections in Clatsop County and the Eastern Oregon Library Demonstration area; investigations of Special Taxing Districts as a new basis for large area library districts; certification of librarians; and *The Student and the Public Library.* This latter was an intensive study of the growing disparity between the number of students and public library resources available to them.

Under a grant from the State Library, the Oregon Library Association developed *Public Library Service: Oregon: Standards for the Headquarters of a Library System.* More than seventy Oregon librarians, trustees and friends cooperated in the development of this statement of standards. Two statewide workshops were held and countless committee meetings. These standards, based on *Public Library Service* are a guide to the development of adequate library services in Oregon.

The State Library prepared a Trustee Checklist which was sent to all public libraries in the state for their use in evaluating their library's collection, services and organization.

Institute on Planning

In August 1965, approximately fifty Oregon librarians and trustees met in an intensive one week "Institute on Planning". School and college and university libraries were represented as well as public libraries. The focus was on planning as a theory to provide specialized techniques and skills to a selected group of librarians. These skills are now being utilized by the Oregon Library Association in the creation of a library development plan for Oregon. This is to include a network of all types of libraries to provide service to all Oregonians. (See page 45 for a more complete discussion of this project.)

Dr. Preston P. Le Breton, a nationally recognized leader in the field of planning, was lecturer and consultant for the Institute which was sponsored by the State Library with the cooperation of University of Oregon and the Division of Continuing Education of the State System of Higher Education.

Other Activities

A study on the library needs of Business, Science and Industry will be made in the Spring of 1966 by Edwin T. Coman, Jr. He will prepare a report for the State Library Board of Trustees which will serve as the basis for legislative implementation. A preliminary meeting was held in 1964 with representatives of state agencies, major libraries and the business community. It was the consensus that business, science and industry required specialized and correlated library services which were not then available in Oregon. Mr. Coman recently retired as librarian of the University of California at Riverside and is the author of the basic tool *Sources of Business Information* and *Time, Tide and Timber, A Century of Pope and Talbot.*

Funds have been budgeted for a two-year program to actively involve public library trustees in library activities and statewide library development. The Trustees Section of the Oregon Library Association has appointed a steering committee to work with this program. Implementation of the program awaits the selection and appointment of a Trustee Coordinator.

A new program makes available Grants for the Purchase of Adult Non-Fiction Materials to those libraries constructing adequate new facilities since January 1, 1965. Grants may match the library materials budget to a maximum of $5,000. Libraries normally experience a large increase in circulation and use when new quarters are opened. These grants are designed to provide new material as a combining stimulant to keep the new patrons returning for information.

Other book grants have also been made. Jackson County received a grant-in-aid for 1960-61 to strengthen its member libraries' resources. In the early days of the Library Services Act the collections of many smaller libraries were enriched by grants for the purchase of reference materials. A number of libraries have also received large numbers of books from the former demonstration pool collection.

The Oregon State Library took the lead in the Northwest in passage by the state legislatures of Oregon, Washington and Idaho of Interstate Library Compact legislation. This makes possible cooperative library activities across state boundaries. The Library Research Specialist prepared much of the background material and worked on the actual legislation.

Construction

Oregon had the distinction of having the first library in the nation to be awarded a library construction grant. Corvallis has since opened its outstanding new quarters. The blending of the new structure with the charm and grace of the original building has created a showpiece of a building as well as trebling the available space.

Five library buildings have been assisted under this continuing program: Astoria, Coos Bay, Corvallis, Portland and The Dalles. Coos Bay is building a combined Library—Civic Auditorium. It is scheduled to be completed in the Spring of 1966. The Dalles building, which will serve as the headquarters for service to Wasco County, will be completed in the Summer of 1966. Astoria, which received a $100,000 gift from Lord Astor and approximately $75,000 from the Veteran's Memorial Fund to provide the local matching funds, expects to move into its new structure in March of 1967. The Library Association of Portland is constructing a Library Service Center Addition to the Extension Headquarter's building on the East Side. This building will house the Library Services to Children in Schools Division, Blind Service, book processing, duplicating department and the bindery.

A public library buildings pre-conference to the Oregon Library Association annual conference was held in Coos Bay, 1965. Its purpose was to inform librarians and trustees of current trends in library building pla[illegible]g and program preparation, principles and standards of construction, site selection and selection of furniture and equipment. More than sixty actively participated in the meetings.

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APPENDICES

APPENDIX A

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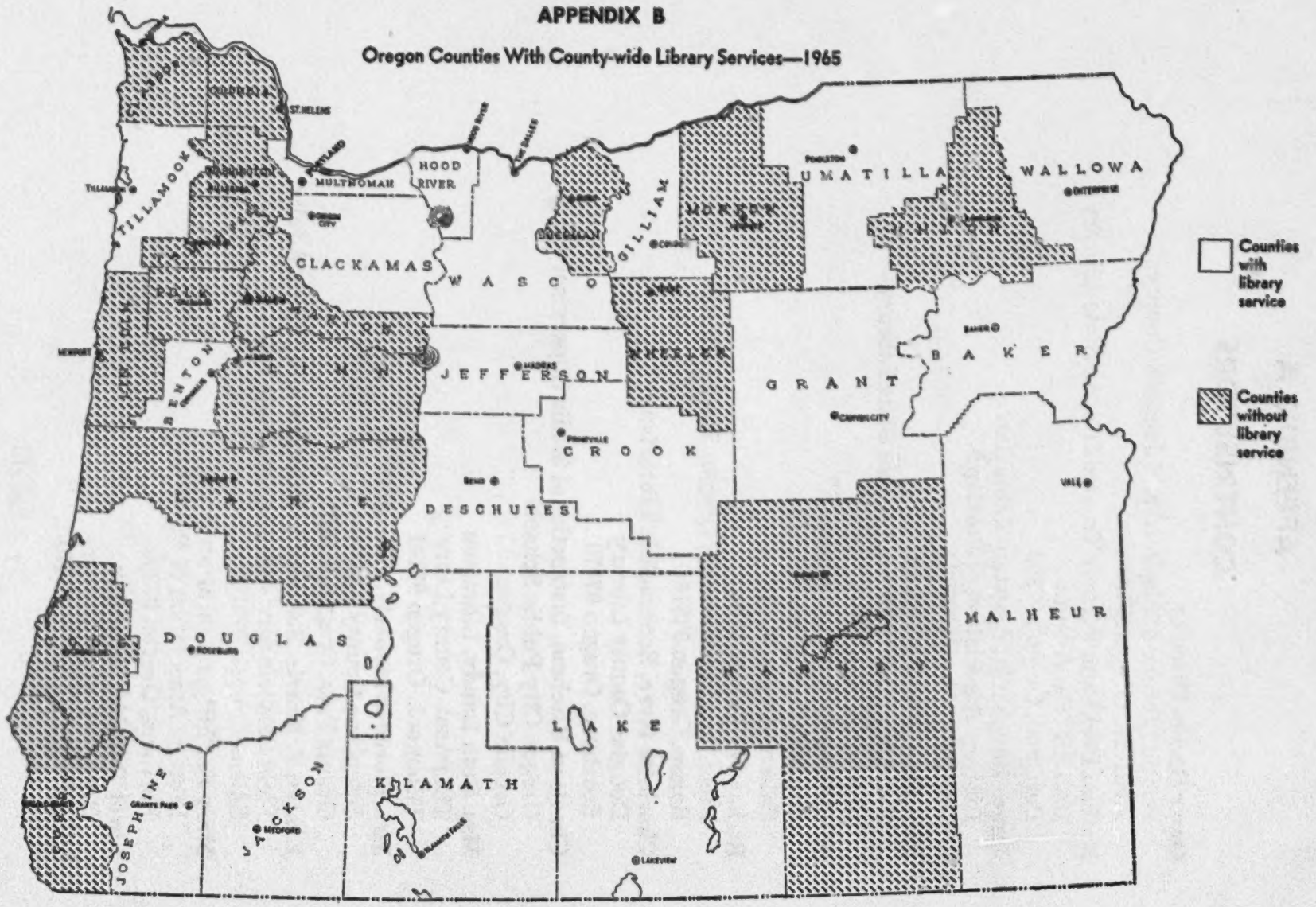
APPENDIX B

Oregon Counties With County-wide Library Services—1965



APPENDIX C

Fact Sheet on County Library Service—Oregon—1965*

County	Population	System Headquarters	No. of Community Outlets	Bookmobile Service	Volumes	Hours Open Per Week Headquarters
Baker	15,148	Baker	5	Yes	47,962	63
Benton	45,666	Corvallis	2	No	59,469	63
Clackamas	126,044	Oregon City	10	Yes	146,439	53
Crook	8,951	Prineville	None	No	13,201	40
Deschutes	26,131	Bend	2	Yes	58,020	63
Douglas	70,247	Roseburg	10	Yes	109,086	57
Gilliam	3,393	Condon	1	No	7,481	18
Grant	7,695	John Day	None	Yes	14,838	19
Hood River	13,573	Hood River	2	No	35,056	63
Jackson†	87,473	Medford	10	No	153,722	66
Jefferson	10,376	Madras	None	No	10,591	44
Josephine	34,718	Grants Pass	1	No	70,166	67
Klamath†	47,499	Klamath Falls	7	Yes	85,730	63
Lake	6,500	Lakeview	1	No	17,725	51
Malheur	24,576	Ontario	2	No	79,042	60
Multnomah	541,386	Portland	18	Yes	896,917	68
Tillamook	16,184	Tillamook	3	Yes	46,980	63
Umatilla	42,917	Pendleton	9	No	103,662	54
Wallowa†	6,151	Enterprise	6	No	30,564	40
Wasco	23,510	The Dalles	5	No	50,850	63

* Refer to the latest issue of *Directory of Oregon Libraries* for current statistical information.
† Includes cooperating city libraries.

APPENDIX D

BASIC AIDS TO LIBRARY DEVELOPMENT

American Library Association. *Costs of Public Library Service, 1963; A Supplement to Public Library Service: A Guide to Evaluation, With Minimum Standards.* Chicago, 1964. $.75.

Gives a realistic measure of the costs of implementing adequate library service by presenting the actual budgets of four types of library systems.

—*Public Library Service: A Guide to Evaluation, With Minimum Standards.* Chicago, 1956. $1.50. Combined price with costs of public library service, $2.00.

A guide for the total evaluation of public library service designed for use by librarians, library boards, government officials, and interested citizens—the standards by which library service can be measured now.

—Public Library Association. Subcommittee on Bookmobile Standards. *Standards of Quality for Bookmobile Service.* Chicago, 1963. $.75.

A guide for the establishment of new bookmobile service and a measure for bookmobiles already in operation.

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Henderson, John D. "County and Regional Libraries", *Library Trends,* Vol. 10, pp. 104-19, October 1961.

Set within the framework of future population growth. Bibliography.

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—*Directory of Oregon Libraries.* Salem, latest issue. Available from Oregon State Library.

Statistical information on Oregon libraries.

Phillips, Mary E. and Catherine Lauris. *Public Libraries in Oregon.* Eugene, University of Oregon, Bureau of Business Research, 1962. $3.00.

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Schenk, Gretchen Knief. *County and Regional Library Development.* Chicago, American Library Association, 1954. $5.25.

Still the best and most comprehensive work on the subject. An effective merging of theory and practical application. Selected bibliography.

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This book is a practical guide for the trained but inexperienced librarian who will act as administrator of a small public library. It provides realistic guidelines and discusses the basic principles involved in the solution of every day problems.

Smith, Hannis S. *Cooperative Approach to Library Service.* Chicago, American Library Association, Library Administration Division, Small Libraries Project, No. 16. $.25.

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—"Regional Public Library Systems", *Library Trends,* Vol. 13, pp. 275-381, January 1965.

Twelve well-known contributors make this entire issue one of considerable value. Bibliography.